

**FIRST 5 - PLACER
CHILDREN and FAMILIES COMMISSION**
11820 Enterprise Drive
Auburn, CA 95603
Meeting Minutes October 11, 2007

Attendees – Commissioners & Staff:

Dr. Sandra Naylor-Goodwin, Chair-Commissioner, Children's Behavioral Health
Catherine Goins, Vice-Chair, Commissioner, Childhood Development
Elaine Rowen, Ph.D., Commissioner, Early Education
Richard J. Burton, M.D., M.P.H., Commissioner, Placer County Health Officer
Kim Haswell, Commissioner, Consumer
Jim Holmes, Commissioner, Board of Supervisors, District #3
Dayle Edgerton, RN, Commissioner, Child Health Care
Bob McDonald, Commissioner, Early Intervention
Sabrina Thompson, County Counsel
Don Ferretti, First 5 Director
Nancy Baggett, Staff Support, Administration
Sandy Renz, Staff Support, Administration

Commissioners Not in Attendance:

Melanie M. Cleary, Commissioner, Lake Tahoe Area

Public Attendees:

Cathy Ferron, Ferron & Associates – First 5 – Placer Local Evaluator
Mai-Ling Schummers, Child Care Provider – First 5 – Placer Community Resource Committee
Paula Westernen, UC Cooperative Extension UCCE
Lynda Volk, Gilbert & Associates

Call Meeting to Order

Meeting called to order at 4:37 p.m.

I. Public Comment:

Persons may address the Commission on items not on this agenda. Please note that although the Commission is very interested in your concerns, the California Brown Act prohibits the Commission from taking any action this meeting on items not published on this agenda.

II. Approval of Minutes:

Motion to approve the minutes from the September 13, 2007 meeting.

Elaine Rowen/Dr. Burton Unanimous

III. Commission Action Items:

1. Public Hearing - Annual Program Report & Audit

A requirement of the California First 5 Commission and state law is that local commissions prepare an Annual Program Report and Financial Audit in accordance with guidelines developed by the state. The program report and audit cover the period of July 1, 2006 through June 30, 2007.

Action Requested:

- a. Approve the 2006-2007 Annual Program Report as reviewed by the Executive Committee and Community Resource Committee.

Our local program evaluator, Cathy Ferron, and First 5 staff developed the Annual Program Report based on information received by those funded during the 06-07 fiscal year.

There was discussion of putting the Annual Program Report into another format so that it can be read easily on our web site. A short summary will be developed by Cathy Ferron to meet this need.

Motion to approve the 2006-2007 Annual Program Report

Kim Haswell/Catherine Goins Unanimous

Action Requested:

- b. Approve the 2006-2007 Annual Financial Audit as prepared by independent auditors, Gilbert Associates, Inc.

Lynda Volk, of the audit firm of Gilbert & Associates, Inc. was present to review the report with the Commissioners. The report was reviewed section by section.

Commissioner McDonald commented on page 6 of the audit-Fund Budgetary Highlight. It was great to point out and recognize that the staff at First 5 Placer uses good policies, management and fiscal responsibility with the resources under their purview.

Motion to approve the 2006-2007 Annual Financial Audit

Dr. Burton/Bob McDonald Unanimous

2. Annual Funded Partner Survey

The Executive Committee and staff have developed a draft of the survey for Commission input and approval. Once approved, the survey would be administered electronically and tabulated by a neutral third party. The survey will be conducted beginning in December 2007.

Action Requested:

- Incorporate input from Commissioners and approve the Partner Survey

The Commission reviewed the draft Partner Survey and agreed to make a few changes as follows: 1) Add a comment line so if a partner rated an Activity/Service a 1 or a 2 they can further comment; 2) Change verbiage from Just Okay to Okay; and 3) Add a column next to excellent so that a partner can check "Not Applicable".

The Annual Funded Partner Survey was designed to be an on-line survey. Staff will further investigate options available for designing the on-line survey and adding pop ups. Upon partners' completion of surveys, they will be forwarded to Commissioner Sandra Naylor-Goodwin.

Motion to approve the Annual Funded Partner Survey as amended.

IV. Commission information Items:

- Children's Health Initiative Update – Don Ferretti

Health Net filed with the Department of Managed Health Care on October 5, 2007. This is required to offer the Healthy Kids insurance product for those who do not qualify for MediCal or Healthy Families programs.

- A slate of officers will be presented next month as new officers are needed for the upcoming year. Catherine Goins is in line to be Chair and Bob McDonald has agreed to be the Vice-Chair. Nominations may also be made from the membership. The newly appointed officers will take office in January 2008.

V. Commissioner Reports:

Don Ferretti - Acknowledged the excellent job done by Nancy Baggett in providing information for the audit which helped us to meet the November deadline.

Dayle Edgerton - Will be attending the next Children's Health Initiative (CHI) meeting in Truckee on October 18, 2007.

Sandra Naylor-Goodwin – As part of the local implementation of the Mental Health Services Act, the county wellness recovery workgroup had (Lynn of her staff) do a presentation on prevention and early intervention activities. The information was well received. Lynn is very knowledgeable about brain development and what is necessary to improve 'protective factors' in children. Sandra relayed that this would be a great presentation to be given to the First 5 Placer Commission. The information would inform and enhance our Commissions work. Sandra will follow up with Lynn to do a presentation for First 5 Placer. The date will most likely be on a Friday.

Don Ferretti - Stephanie Rogerson of the Community Collaborative in Tahoe/Truckee will attend the November meeting to give a presentation on their Community Report Card.

Mai-Ling - Representing the Community Resource Committee – The committee received an application from Mothers of Preschoolers of Bayside Church (MOPS) for \$ 5,000. The CRC committee had a list of questions regarding their application. MOPS is working on resubmitting their application to respond to the committee's feedback. The other application received thus far was from PCOE. The PCOE application was not accepted due to the fact that requested funding was for an event that had already happened and had been paid for. The CRC reviews all applications for \$ 5,000 or less and makes recommendations to the Commission – the Commission has final approval authority.

Don Ferretti - Our Outcome Faire will be held at the Galleria in Roseville on October 19, 2007 from 10:00Am to 2:00PM.

Meeting Adjourned: 5:38 pm

For more information concerning these minutes contact Don Ferretti, Director for First 5 Placer at 530.886.1824 or dferrett@placer.ca.gov.